



## **Parking Implementation and Governance Committee**

**Meeting Date:** Friday April 28, 2017

**Time:** 8:00 to 9:00 am

**Location:** Town Manager's Conference Room, Town Hall Annex

**Attendance:** Adam Chapdelaine, Steve Byrne, Mike Gordon, Laura Wiener, Sandy Pooler, Howard Muise, Corey Rateau, Ali Carter, Michael Morse

Meeting Minutes. Minutes of April 10 were approved unanimously.

Parking Benefits District. Finance Committee did not weigh in on Selectmen's recommendation. If passed, budget will need to be authorized at Special Town Meeting or Annual Town Meeting before spending can occur. This allows more time for revenue to accumulate. Town is still awaiting guidance from State Department of Revenue. Authorization is needed by Selectmen to define the district and appoint a PBD Committee.

Monitoring. Howard got an estimate of \$5000, and is getting two more estimates before going forward. Firms will be paid from Parking Management Fund. Howard will do the analysis, comparing data to older data, collected about 4.5 years ago.

Library lot. Corey looked into a Pay-by-Space plan for this lot, as requested by the Selectmen. It will be difficult to find places for signs at each spot. In some places the sidewalk is very narrow and would make it non-wheelchair accessible. He recommended Pay and Display as the best option. Steve Byrne said that he appreciated the attempt to make it work but he supported the decision to go with Pay and Display. Adam will put it on the Selectmen's agenda for their review and approval.

Meter Revenue Report. Mike M. reported, parking lots (multi-space meters) first calendar quarter revenue was \$31,156 in 2016 and \$37,626 for 2017, a 20% increase.

Chestnut Street. Corey reported that signs have not yet been installed noting 4 hour parking. Adam will call Funeral Home director before signs go up. To be voted at next meeting.

Loading Zone. Ali is working on establishing a loading zone on Alton Street for Broadway Plaza merchants. Everyone is on board except Alton street Dance Studio.

Meeting adjourned at 9:00 AM. Next meeting May 26.